

WNYRIC Standards Committee Meeting
August 4, 2010
E1B Education Campus, Room A-2
11:00-3:00 p.m.

In Attendance:

Bob Spino (E2CC BOCES)	Rick Mardino (Erie 1 BOCES)
Dick Lydo (WNYRIC)	Ron LaVere (Cheektowaga CSD)
Dale Anderson (WNYRIC)	Don Watkins (Franklinville CSD)
Linda Viscusi (WNYRIC)	Steve Ludwig (Clarence CSD)
Jill Holbrook (WNYRIC)	Valerie Winegarden (WNYRIC)
Mike Taylor (WNYRIC)	Robert Swipes (WNYRIC)
Joe Rozbicki (WNYRIC)	Julianna Sciolino (WNYRIC)
Vic Ozogar (WNYRIC)	Chuck Marzec (Jamestown CSD)
Mat Dziuba (WNYRIC)	Sheldon Somon (Niagara Wheatfield)
Mike Birmingham (Bath CSD)	

Presentations:

Dale Anderson did presentation on SIP (Session Initiation Protocol) and Enhanced Electronic Communication Tools (in conjunction with VoIP)

Jill Holbrook called meeting to order at 12:30 p.m.

1. **Approval of the May 12, 2010 meeting minutes**- Jill asked if there were any questions or concerns from the meeting minutes from May 12, 2010. There were none. Steve Ludwig made the motion to accept meeting minutes and it was seconded by Rick Mardino. Electronic vote results: 12-yes/0-no; motion passed unanimously.
2. **Review of 2010-2011 Membership**– Jill welcomed back Chuck Marcez of Jamestown as the newest committee member representing Erie 2 BOCES region. She has not received any request changes from the Superintendents. Jill also advised that Linda Viscusi and Mark Banks will be retiring later this summer. The WNYRIC is going through re-organization to contain costs. Jill reviewed the WNYRIC Standards Committee Charter and the responsibilities of the committee members. This includes the research and development of the best technical and instructional technologies needs of our regions and districts, and how to meet these needs in the most cost efficient way. The Standards Committee will continue to work with CSLO/Model schools in the process. Jill stated the

importance of members communicating information back to their local regions/districts.

3. **Jill reviewed future meeting dates for 2010-11:**
 - November 17, 2010 (Distance Learning sites)
 - February 9, 2011 (Distance Learning sites)
 - April 27, 2011 (Distance Learning sites)
4. **Vice Chair nomination and vote** – The Vice-Chairperson is responsible for running Standards Committee meetings in the Chairperson's absence. Rick Mardino has held the position for last four years. Bob Spino made a motion to nominate Rick Mardino as Vice Chairperson and the motion was seconded by Chuck Marzec. Rick Mardino accepted the nomination.
Electronic vote results: 12-yes/0-no; motion passed unanimously.
5. **Category review dates for 2010-11:**
 1. Computers- November 2010
 2. Communications Equipment- August 2010
 3. Internet Browsers- November 2010
 4. Modems- February 2011
 5. NIC Cards- February 2011
 6. On Line Emulsion- April 2011
 7. Operating Systems- November 2010
 8. Plotters- February 2011
 9. Printers- November 2010
 10. Scanners- April 2011
 11. Server (Standard)- February 2011
 12. Server (SAN)- August 2010
 13. Software- November 2010
 14. Server Back Up- August 2010
 15. Virtualization- April 2011
 16. VoIP- August 2010
6. **Demo of the new Standards Committee Community (login/presence awareness)**-Jill directed the committee to the community and showed how to login and manage accounts. She demonstrated how to access the component tabs and files. Jill also showed how the presence awareness works in the community. The Standards Committee Community will replace the Standards Wiki to allow for collaboration and posting information. Contact Valerie Winegarden if you have any questions in regards to the Standards Committee community.

7. **Current CSLO Instructional Technology list integrated with Standards list**- In continuance of bridging the gap between the Standards list and the CSLO Instructional list, minimum requirements for instructional hardware states requirements in accordance with WNYRIC Standards list. This information is also now included on the WNYRIC Standards List and gives example of peripheral devices such as video & digital cameras, handheld devices, tablets, projectors, etc. Don Watkins asked how to request something get added to the CSLO Instructional list. Julianna Sciolino stated a request should be sent to her, and she would review it with Jill for resolution.
8. **District Office Software survey review**- Results of the office software survey that was sent to district was posted in the Wiki. Jill stated this survey was sent to districts to find out what version of office software is being integrated at districts so BOCES can anticipate what the future needs will be. Jill asked the members to review the results so it can be discussed in more detail at November's meeting. Per Steve's request, Jill will request additional information from districts that have moved away from using Microsoft Office to other open source tools (open office and Google doc) as part of the discussion in November.
9. **Improved nComputer hardware**- Jill received new hardware from nComputing to pilot; the L300 Ethernet Virtual Desktop and the USB Virtual Desktop kit. Jill asked if anyone was interested in taking a look at them and Steve Ludwig volunteered. This new hardware information is posted on the Wiki for the committee to review.
10. **Update on printer hard-drive security position statement**-Dick Lydo stated that all projects now includes a statement that districts are responsible for data that is on BOCES owned equipment. It is the districts responsibility to have encryption to provide security of data on all equipment's hard drive. Mike Taylor stated he has been talking to vendors to make sure they are addressing this with districts when planning projects.
11. **Report on the WNYRIC Infrastructure update** -Mat Dziuba provided infrastructure updates. A second data center is up and operational at Colvin Road. This allows for redundancy that runs from Erie 1 to Colvin Road to allow for failovers with no or little down time. A replication of application firewalls will also run at the Colvin site. The WAN area is still working on upgrading all districts firewalls. Mat advised that they are also using an inter-mapper tool that monitors

all connections to districts. An alert page is received if something goes down. It also provides statistical monitoring.

12. **Pilot updates:**

Don Watkins said they just starting piloting the HP 4545 last week. He will provide more detailed information at November's meeting. Linda Viscusi stated she worked with Vitec on getting better pricing on a multi-function printer coupons for maintenance and repair. The coupons are \$179 each and will cover any office MFP, personal laser MFP and any inkjet all-in-one. In addition, high volume multifunctional printers with a retail value of less than \$5000 will be covered under this coupon. Linda will inquire with Vitec regarding coupons for printers costing over \$5000.

Mike Taylor inquired if multi-function printers could now stop being excluded from Standards list. Jill stated that since we now have a coupon to cover maintenance, there is no reason to exclude from Standards. It was decided that the committee will work on cleaning up the printer section of the Standards list to make more user friendly at November's meeting.

Sheldon Soman shared results and information on the pilot of Virtual Application Studio which has been renamed to Spoon Virtual Application Studio. A handout was provided on what is Application Virtualization. Niagara Wheatfield has been piloting for the last couple of months and has had great results. This is a cost effective thin client at \$10/user and makes installing instructional applications on many PC's at one time much easier. Application Virtualization allows applications to be packaged into a single executable file that runs with a single click. Can be published as EXEs, MSIs, or to flash drives. This file can be run locally from a flash drive or from a server. Virtual apps can also be delivered from a program such as stoneware.

13. **Add/change request form submitted by Sheldon Soman of Niagara Wheatfield for recommending Virtual Application Studio which has been rename to Spoon Virtual Application Studio-**

Ron LaVere made a motion to add Spoon Virtual Application Studio to the Standards list; seconded by Bob Spino.

Electronic vote results: 12-yes/0-no; motion carried unanimously.

14. **WNYRIC Standards category review:**

Category 2- Communications Equipment-update comments per below:

- Avaya-Nortel-All shipping documentation and software needs to be relabeled by Avaya by December 19, 2010. All

shipping hardware needs to be relabeled by Avaya by June 19, 2011.

Category 12- Servers (SAN)-no changes

Category 16- VoIP- no changes

Meeting adjourned at 3:00 p.m.

Respectfully submitted

Valerie Winegarden